

Connecticut Department of Public Safety
Division of State Police
Special Licensing & Firearms Unit
Instructions to Applicants

Reminders: **There is a 90-day grace period after the date of expiration to renew.**
 Firearms may not be purchased during this grace period.

Pistol Permits – New & Renewals (In state Residents)

1. Check information shown on the attached renewal application form, DPS-129-C, draw a line through any incorrect data and print the correction legibly. Sign the application in the presence of an official when your photo is taken at one of the locations provided below. **(Mail-in photos will be returned and will delay the renewal process)**
2. Bring the renewal application and a \$35.00 **check or money order** payable to **DPS**. Cash is **NOT** accepted.
3. Provide Connecticut Drivers License or State ID card and expired pistol permit.
4. Proof of citizenship or legal residency **MUST** be provided for new and renewals. Acceptable proof includes one the following:
 - **Birth Certificate, U.S. Passport or Voter's Registration Card**
 - **Naturalized Citizens require Naturalization Certificate or U.S. Passport.**
 - **Legal Resident Aliens require Permanent Resident ID issued by I.C.E. and a 90-day proof of residency.**

Pistol Permit Renewals (Out of State Residents)

1. Mail-ins are permitted from out-of-state applicants with an attached passport size photograph with a notarized signature on the form DPS-129-C mailed to Headquarters. Notary must sign at bottom of form, so as not to interfere with the signature or photograph of applicant.
2. Submit a check or money order for \$35.00 payable to DPS. Cash is **NOT** accepted.
3. **"COPY"** of proof of citizenship or legal residency must be mailed, **DO NOT MAIL ORIGINALS!!** Acceptable proof includes the following:
 - **Birth Certificate, U.S. Passport or Voter's Registration Card**
 - **Naturalized Citizens require Naturalization Certificate or U.S. Passport.**
 - **Legal Resident Aliens require Permanent Resident ID issued by I.C.E. and a 90-day proof of residency.**

Armed Security Officer's Renewals (Blue Cards/Class 1) and Bail Enforcement Agent (Gold Cards/Class2)

1. Follow instructions above for In-State permit renewals.
2. Additional check or money order for \$31.00 payable to DPS. Cash is **NOT** accepted.
3. Reminder: Armed Security Officer **MUST** complete a **required annual** handgun qualification refresher course.

Eligibility Certificate (New & Renewals)

1. New applicants must complete the DPS-799-C and DPS-164-C, sign in the presence of an official when your photo is taken.
2. Submit a letter or certification attesting that you have completed an approved course in the safety and use of pistols/revolvers. This must be signed by one of the following: an N.R.A. certified pistol/revolver instructor, a DEP certified instructor or a state certified firearms instructor.
3. Submit a complete set of fingerprints with a check or money order for \$35.00 payable to DPS.
4. When applicable, criminal and/or mental health records must be submitted (C.G.S. 29-36g)
5. Renewal applicants must submit a DPS-129-C and follow instruction for pistol permit renewal above including citizenship and residency requirements.

PISTOL PERMIT SCHEDULES AND LOCATIONS

REMINDER: Troop locations will be closed on State and Federal holidays and during inclement weather. No appointments necessary.

DPS Headquarter @ The Special Licensing & Firearms Unit Tel. (860) 685-8290
1111 Country Club Road (1st floor, left side of elevators), Middletown, CT. 06457
Mon. – Fri.: 8:30 am – 4:15 pm / Directions: I-91 N or S exit 20, Turn left at stop sign and follow signs to Department of Public Safety

Troop C – Tolland Tel. (860) 896-3271
1320 Tolland Stage Road
Tolland, CT 06084
1st & 3rd Tues. of the Month, 8:30 am-12:00pm & 12:30-4:00pm

Troop G – Bridgeport Tel. (203) 696-2532
149 Prospect Street
Bridgeport, CT 06604 (closed Monday)
T-W-F-S, 8-12 & 12:30-4 pm Thurs. 11-1:30 & 2-7pm

Troop E – Montville Tel.: (860) 848-6539
I-395 N (between exits 79 & 79A)
Montville, CT 06382
2nd & 4th Monday of the month, 8:30 am-12:00 & 12:30-4 pm

Troop L – Litchfield Tel.: (860) 626-7914
452 Bantam Road
Litchfield, CT 06759
1st & 3rd Monday of the month, 8:30-1200 & 12:30-4 pm

Troop D – Danielson
55 Westcott Road
Danielson, Ct 06239
3rd Saturday of every month, 9 am – 3 pm. Please call Headquarters with questions.

Pursuant to Connecticut General Statutes, Sections 29-28, 29-32, 29-36f and 29-36l and Federal Public Law 104-208, s. 658: ***applications covered by these instructions will not be issued or be renewed, if:***

You have a FELONY CONVICTION in any jurisdiction;

You have a MISDEMEANOR CONVICTION in Connecticut of one of the following crimes:

1. Illegal possession of controlled or hallucinogenic substances, as specified under C.G.S. 21a-279 (c)
2. Criminally negligent homicide - 53a-58
3. Assault in the third degree - 53a-61
4. Assault of a victim 60 or older in the third degree - 53a-61a
5. Threatening- 53a-62
6. Reckless endangerment in the first degree - 53a-63
7. Unlawful restraint in the second degree - 53a-96
8. Riot in the first degree - 53a-175
9. Riot in the second degree - 53a-176
10. Inciting to riot - 53a-178
11. Stalking in the second degree - 53a-181d

Or you were CONVICTED of a MISDEMEANOR CRIME of DOMESTIC VIOLENCE:

This means an offense that (1) is a misdemeanor under federal or state law; and (2) has, as an element, the use or attempted use of physical force, or the threatened use of a deadly weapon, committed by a current or former spouse, parent or guardian of the victim, or by a person with whom the victim shares a child in common, or by a person who is cohabiting with or who has cohabited with the victim or spouse, parent, or guardian, or by any person similarly situated to a spouse, parent or guardian of the victim.

You were discharged from custody within the preceding 20 years after having been found NOT GUILTY OF A CRIME BY REASON OF MENTAL DISEASE OR DEFECT 53a-13.

You were CONFINED TO A HOSPITAL for any psychiatric disability (17a-495) within the preceding 12 months by order of a judge of a probate court.

You are subject to a RESTRAINING ORDER or PROTECTIVE ORDER issued by a court in a case involving the use, attempted use or threatened use of physical force.

You are now subject to a Firearms Seizure Order issued pursuant to Public Act 99-212 Sec. 18, prohibiting possession of firearms.

You are an ILLEGAL ALIEN in the United States.

You are UNDER the AGE of 21 years.

You have renounced your United States citizenship.

You have been discharged from the Armed Forces under a dishonorable condition.

You are prohibited by Federal Law Section 922 (g) or (n) of Title 18 of the United States Code.

If you have any questions regarding your status, please inquire at the Special Licensing and Firearms Unit in person or by telephoning the following number: (860) 685-8290

In order to effectuate C.G.S. 29-28, the Department of Public Safety herein notifies the applicant that the Department of Public Safety (DPS) will be notified by the Department of Mental Health and Addiction Services (DMHAS) if the applicant has been confined in a hospital for psychiatric disabilities within the preceding twelve (12) months by order of probate court. The Department of Public Safety will use this information in order to fulfill its obligations under C.G.S. Section 29-28 to 29-38 inclusive.

Visit our web site at: www.ct.gov/dps